

AGENDA ITEM: Regional Library Network Development

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:

1. Consider approval of Regional Library Networks' Plans of Service, and their associated budgets for the 2001/02 fiscal year.
2. Consider approval of the applications of potential 2001/02 members.
3. Consider approval of the applications of additional 2001/02 participating libraries.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board disapprove the Plans of Service of all seven regional library networks and instruct its Chief Executive Officer to return them to the regional library networks for revision using the allocation table and interim budget allocation adopted by the Board at its April 2001 meeting, and to advise the regional library networks to submit their revised Plans of Service to the Library of California Director by May 25, 2001.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board approve the 37 institutions included in Table 1, Completed 2001/02 Member Applications, as members of the specified regional library network effective July 1, 2001, and that state-funded member benefits for their participating libraries commence July 1, 2001, conditional upon the acceptance of the Regional Plans of Service for 2001/02.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board approve the 12 additional participating libraries included in Table 2, Additional Participating Library Applications, and that state-funded benefits to these participating libraries commence July 1, 2001 conditional upon the acceptance of the Regional Plans of Service for 2001/02.

ISSUE 1: Consider approval of Regional Library Networks' Plans of Service, and their associated budgets for the 2001/02 fiscal year.

The Regulations for the Library of California specify that regional library networks must submit an annual plan of service by April 1 of each year in order to continue to qualify

for funding. As discussed at the February 2001 Board meeting, funding for fiscal year 2001/02 is uncertain, because of:

1. Limitation on the use of an augmentation included in the Governor's Proposed Budget, and uncertainty on the ability to expend the augmentation in other program areas.
2. Uncertainty that the augmentation will remain in the final budget due to the energy crisis, and
3. The possibility of increased funding up to the \$14.8 million requested in the BCP process, through legislative augmentation.

At the February Board meeting, there was discussion concerning possible models to be used for fund allocation for regional library network support. The Board requested advice from field representatives and regional contacts. Based upon this discussion, the Board advised staff and the regional library networks that no model was being adopted for fund allocation at that meeting. Rather, a target was set of \$468,671, and each regional library network was asked to submit its annual plan of service using this figure as the target budget. The Board also requested plans of service to show in their budgets what this target amount could provide, and also what additional funds would be needed to minimally accomplish the plan of service.

Staff prepared and distributed a model document to assist the regional library networks to organize and submit their plans of service and supporting budget information. Regional library network representatives met on March 21, 2001 in Oakland, to discuss the process, compare documents, and consider issues such as allocation models, LoC funding, services to be delivered with available funds, and other service related concerns. Following this meeting, each regional library network prepared and submitted a Plan of Service and supporting budget as required by law.

20320. Regional Library Network Long-Range Plan and Annual Plan of Service. To continue to qualify for funding under the Library of California Act, each regional library network shall submit a long-range plan and an annual plan of service to the state board for its approval.

- (a) The long range plan shall set forth goals and objectives for the regional library network over a three year period, relative to the purposes of the Act and the needs of the people of the region.
- (b) The annual plan of service shall provide for:
 - (1) services to advance the regional library network's long range goals and objectives; and
 - (2) a budget proposed for the next fiscal year.
- (c) Following approval by the regional network council, the long range plan and annual plan of service shall be submitted annually to the state board by April 1 of the fiscal year immediately preceding the fiscal year for which funds are requested.
- (d) The state board shall review the long-range plan and the annual plan of service for compliance with the purposes and provisions of the Act.
- (e) The state board shall conclude its review within sixty days from the submission of the plans and approve or disapprove them. If a regional library network's plans are disapproved, the state board shall note the

reason(s) for their disapproval and may make recommendations as to modifications which would make the plan approvable. Modified plans may be resubmitted for state board consideration.

- (f) Any revisions of the annual plan of service, including its budget, shall be submitted to the chief executive officer at least thirty days prior to the effective date of the proposed changes.
- (g) In addition, each regional library network shall file by October 1 of each year a report for the fiscal year just ended that describes the actual accomplishments and expenditures of the regional library network program, compares them with the planned expenditures for the fiscal year reported, and includes other appropriate commentary.

Authority cited: Section 18821 Education Code. Duties of the Board

Reference: Section 18840 (d) – Contents of the Long Range Plan- and 18841(a) Education Code – Role of the Regional Library Network Council.

Staff conducted a screening to determine that the required elements appear in the Plans of Services submitted. Due to the lack of time between receipt of Plans of Service and the mailing of the Board packet, staff is unable to conclude a thorough review prior to mailing. Should the Board choose to disapprove the regional plans of service, the Board is required to notify the regional library networks concerning the reason or reasons for the disapproval. If there are factors other than the budget and formula issues that impact the viability of the plan, the Board should be advising networks of these issues as well. Staff will be prepared to present the Board with an analysis of the regional Plans of Service as part of the April 2001 Board meeting.

Recommendation:

Document 27, Library of California Budget, discusses possible allocation models and budget allocation recommendations. As the Plans of Service submitted to date were based on assumptions other than those presented in Document 27, it is unreasonable to hold the regional library networks to these plans and budgets.

Staff recommends that the Board disapprove the Plans of Service of all seven Regional Library Networks. The reasons for this disapproval are:

- the Board's intention to select a different model to allocate funds for 2001/02, and
- the choice of the new model greatly affects both the funds available to each network and the service levels each region provides with its available funds.

Staff also recommends that the Board advise the regional library networks that revised Plans of Service and their associated budgets are to be submitted in time for them to be reviewed for and considered at the June Library of California Board Meeting. Staff is recommending May 25, 2001 as the final date for resubmission.

ISSUE 2: Consider approval of the applications of potential 2001/02 members.

At the February 2001 Board Meeting, the Board passed a motion to review and approve new members on an annual basis at the April Board meeting. In Section 20313 (d-e), affiliation requests are to be filed with the Board by April 1 of the fiscal year prior to the fiscal year when membership status is sought. An affiliation shall be considered effective

beginning July 1 of the fiscal year immediately following the fiscal year in which the affiliation is certified by the state board.

Presented in *Table 1, Completed 2001/02 Member Applications*, are all 37 applications received as of April 1, 2001. The Regional Library Networks have included these additional members in their planning for 2001/02 and their numbers are reflected in the region's plan of service. Staff is recommending approval of all applications presented.

TABLE 1
Completed 2001/02 Member Applications

Golden Gateway

California Academy of Sciences Library	Mountain View Public Library
College of Marin Library	Novato Unified School District
John F. Kennedy University Library	Piedmont Unified School District
MTC-ABAG Library	Richmond Public Library
Marin Community Foundation Library	San Jose State University Library
Meditronic AVE Vascular Clinical	Stanford University Libraries
Research Library	University of California, San Francisco
Mills Peninsula Medical Library	

Sierra Valley

Dos Palos-Oro Loma School District	Sonora Union High School District
Marshall Hospital Community Health Library	

Arroyo Seco

Art Institute of Los Angeles, Orange County	California State University, Fullerton
Burbank Unified School District	Western State University College of Law

Tierra del Sol

Brawley Public Library	Grossmont Union High School District
California School for the Deaf, Riverside	Redlands Junior Academy
Christian Heritage College	San Diego State University
Colton Joint Unified School District	

Heartland

Bakersfield College	Veterans' Administration California
California State University, Bakersfield	Health Care System, VA Medical
Kaweah Delta Health Care District	Library
Porterville Public Library	West Hills College
San Joaquin Valley College	

Gold Coast

Brooks Institute of Photography

Recommendation:

Staff recommends that the Board approve these additional members to their respective regional library networks. Each region has included compensation for these members in its 2001/02 plan of service. The issue is whether the Board is in the position to approve new members for 2001/02 at this April Board meeting if the regional plans of service are not approved. To date, regions have been funded based on lump allocations which did not specify members or participating libraries as part of their development. Should the Board accept an allocation method which specifies members and/or participating libraries, then regional plans of service may need also to be approved before the Board can act on this recommendation to approve additional members. The Support Services Committee needs to discuss the implications of approval of new members in relation to approval or disapproval of regional plans of service.

ISSUE 3: Consider additional participating libraries for member institutions.

While the Board is required to review and authorize benefits to members, its role is slightly different in regards to additional participating libraries. The Library of California Regulations, Section 20313 (f) addresses the Board's role in approving participating libraries. The Board's role is to acknowledge the participation of an additional participating library and to determine at what point funds will be made available for its participation.

TABLE 2 Additional Participating Library Applications
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Sierra Valley

Los Rios Community College District requests addition of 2 participating libraries:
Folsom Lake College Center and El Dorado Center

Sierra College requests addition of Nevada County Campus library

Roseville Public Library requests addition of its Maidu Branch

Arroyo Seco

Los Angeles Unified School District requests addition of Millikan Middle School Library, Venice High School Library, Richard E Byrd Middle School Library/Media Center, Washington Irving Middle School Library

Chapman University requests addition of Rinker Law Library

Riverside County Law Library requests addition of its Desert Branch
San Diego County Public Law Library requests addition of its South Bay and East Bay Branches

Recommendation:

Requests were received for additional participating libraries. Staff reviewed these applications and the membership records to insure that the member institutions cited were, indeed, members, and that these libraries were not already listed as participating libraries. Following staff review, staff is recommending that these 12 new participating libraries begin to receive state-funded benefits commencing July 1, 2001.

Each region has included compensation for these participating libraries in its 2001/02 plan of service. The issue is whether the Board is in the position to approve new members or participating libraries for 2001/02 at this April Board meeting if the regional plans of service are not approved. To date, regions have been funded based on lump sum allocations, which did not specify members or participating libraries as part of their development. Should the Board accept an allocation method which specifies members and/or participating libraries, then regional plans of service may need also to be approved before the Board can act on this recommendation to approve additional participating libraries. The Support Services Committee needs to discuss the implications of approval of new participating libraries in relation to approval or disapproval of regional plans of service.

GENERAL OVERALL PROGRAM UPDATES:

Community College Libraries: At the February Board meeting, staff reported on the legal opinion that colleges, and particularly community colleges were able to become members individually or as part of their parent organization. As a result of this opinion, staff advised the Board that they would be contacting community colleges, their districts, and the regional library networks to establish memberships in the manner desired by these entities. Staff advised that they would bring an update to the Board at this April meeting, and possibly a motion to consider changes of some community colleges from participating library to member library status. Staff intends to have this completed by the end of April 2001, and will bring a motion for modification of membership to the June Board meeting.

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:

1. Consider additional membership/participating library applications from institutions and/or public library jurisdictions.
2. Consider funding Regional Library Network operations for the upcoming fiscal year.

3. Consider modification of status of community colleges from participating libraries to members of regional library networks.
4. Discuss and consider additional network services and programs to be included in the Budget Change Proposal (BCP), to be submitted in Fall 2001.

Relevant Committee: Support Services
Staff Liaison: Diana Paque